ADOT EPG SCOPING GUIDELINES
CATEGORICAL EXCLUSION
June 2006

Scoping is often the first contact between proponents of a proposal and the public. The scoping process leads the proponent to think about the proposal early on, in order to explain it to the affected agencies and public. The environmental document will therefore include a reflection, or at least an acknowledgement of the agencies' and the public's concerns. This can reduce the need for changes because it reduces the chances of overlooking a critical social, economic, or environmental issue, or a reasonable alternative.

OBJECTIVES
Scoping has specific and rather limited objectives:
> Identify affected public and agency concerns
> Facilitate document preparation process by:
>> Ascertaining related permits
>> Ascertaining reviews that must be scheduled
>> Define issues that need attention and devote less time to issues that cause little or
>> no concern

PURPOSE
Scoping is a process to:
> Invite Participation
> Determine Important Issues
> Determine Level of Analysis
> Allocate Assignments
> Identify Other Studies
> Indicate Timing of Activities

TECHNIQUES:
S coping cannot be useful until the agency knows enough about the proposed action to present a coherent proposal. A clear picture of the proposed action needs to be developed. Until that time there is no way to explain to the public or other agencies what you want them to comment on. Start scoping only after you have enough information to present to the public and agencies.

There is no required procedure for scoping. It is important to tailor the type, timing and location to the proposed project.

> Letters
>> Develop a mailing list based on affected/involved agencies and public.
>> Prepare an information packet and solicit written, faxed, e-mailed, or phoned-in
>> comments based on the information mailed in the packet.
> Meetings
>> If you suspect that a proposed project could benefit from a meeting with the
>> affected public, a scoping meeting in the early stage of project development may
>> be appropriate. All parties would have the opportunity to meet one another
>> and to listen to the concerns of others. People can see that you are listening to them in a
>> face-to-face meeting and personal and working relationships then develop among the
>> parties. A quantity of interests and issues can be covered in a short amount of time. Note:
>> A meeting does not imply the need for an EA.

Telephone Conversations (must be documented)
E-mail (must be documented by printing out the message, and, when applicable, with the printed receipt showing the e-mail was read)

CITATIONS FOR S COPING
40 CFR 1500-1508 - see 1 506.6a (CEQ regulations. for implementing NEPA)
23 CFR 771.111(a) & (e)
State of Arizona Action Plan (for federally-funded projects) pages 24, 25, 27, 28

SCOPING CONTACTS

All Projects
(Group I & Group II)

Group II
(As Applicable)
Note: This list for Group II is not all-inclusive

AZ Game & Fish Dept. (non-Tribal land)
Land Managing Agency of Easement
or Adjacent Land:
    Forest Service, Park Service
    Bureau of Land Mgmt
    Tribe and BIA, etc.
Local Jurisdictions:
County
    City/Town
Municipal Planning Organization (MPO)
Council of Governments (COG)
Appropriate Tribal and BIA Depts:
    Transportation
    Planning
    Natural Resources
Environmental Protection Agency (if sole
    source aquifer)
Coast Guard for Colorado R.
Center for Biodiversity
US Fish & Wildlife Service
Floodplain Coordinator/Authority if in 100
    year floodplain
Friends of SR 82 (on SR82 and SR 83)

Holders of Land Use Permits
    Mining
    Grazing
Emergency Response
    Hospital
    Police
    Sheriff
    DPS
    Fire Dept.
Schools
Chamber of Commerce
Tourism
Business Associations
Adjacent Businesses
Adjacent Residents
Neighborhood Associations
Environmental Orgs (such as Sierra Club)
Tribal Chapters
Secondary Users
    expl.: Those who use side roads
        leading to communities as on
        Reservations and Nat'l Forests

Do not scope US Army Corps of Engineers, AZ Dept. of Agriculture, AZ Dept. of Environmental Quality, or ADOT Districts.
If Tribal land, do not scope AZ Game & Fish Dept. or State Agencies.

SUMMARY

Group I CEs: Scope entities under "All Projects"

Group II CEs: Scope entities listed under listed "All Projects" as well as applicable entities listed under "Group II"